

KINNELOA IRRIGATION DISTRICT
REGULAR MEETING – BOARD OF DIRECTORS
1999 KINCLAIR DRIVE, PASADENA, CA 91107
TUESDAY – MARCH 16, 2010
7:30 P.M.

AGENDA

- 1. CALL TO ORDER**
 - A. Declaration of a Quorum
 - B. Review of Agenda
- 2. PUBLIC COMMENT**– Comments from the public regarding items on the Agenda or other items within the jurisdiction of the District.
- 3. PRESENTATION AND DISCUSSION** – Foothill Municipal Water District’s local water supply capital improvement program, current invoicing and future financing options.
- 4. ONLINE CUSTOMER INQUIRY AND BILLING SYSTEM UPGRADE PROJECT**
- 5. GENERAL MANAGER’S REPORT**
- 6. REVIEW OF MINUTES** – February 16, 2010
- 7. REVIEW OF FINANCIAL REPORTS** – February 28, 2010
- 8. APPOINTMENT OF AD HOC PERSONNEL COMMITTEE** – Performance evaluation of the General Manager
- 9. ITEMS FOR NEXT AGENDA**
- 10. CALENDAR** – April 20, 2010
May 18, 2010
June 15, 2010
- 11. ADJOURNMENT**

Each item on the Agenda, no matter how described, shall be deemed to include any appropriate motion, whether to adopt a minute motion, resolution, payment of any bill, approval of any matter or action, or any other action. Material related to an item on this agenda submitted after distribution of the Agenda Packet is available for public review at the District Office or online at the District’s website <http://www.kinneloairrigationdistrict.info>.

March 8, 2010

Mr. Mel Matthews
General Manager
Kinneloa Irrigation District
1999 Kinclair Drive
Pasadena, CA 91107

Dear Mr. Matthews:

Description of Capital and Rehabilitation Charge

This letter provides a description of the Capital and Rehabilitation Charge (CRC) assessed by Foothill Municipal Water District commencing January 1, 2010. As part of the Local, Reliable Water Supply Program, the goal of supply reliability through the development of recycled water, stormwater capture and recharge, and conservation was established. The rehabilitation of the District's current imported water infrastructure is another portion of the Program.

The CRC is intended to recover the Program's capital and rehabilitation costs incurred by the District for the benefit to each customer. In Kinneloa's case, the CRC charge only recovers the costs of developing new supplies such as recycled water and stormwater capture since Kinneloa has no direct connection to the District imported water infrastructure and does not benefit from the rehabilitation of the current Foothill MWD imported water facilities.

The Program has generally identified that three recycled water plants would be constructed within the Foothill MWD service area. One plant has been identified for the east side of the District's service area near Eaton Canyon Spreading Grounds. Out of Foothill's eight retail agencies, this plant would directly benefit Kinneloa Irrigation District only. This is because any direct use would likely be to Kinneloa customers and any recharge of the water would go into the Pasadena subarea of the Raymond Basin which only Kinneloa has access to. (There are indirect benefits to the other Foothill agencies in that Kinneloa will not need to depend on Foothill as demands increase and as water rights in the Pasadena subarea decrease because of groundwater levels.)

San Gabriel Valley Municipal Water District is also interested in developing more supplies for the City of Sierra Madre. This recycled water plant could benefit Sierra Madre as well. Foothill has begun discussions with San Gabriel to partner on this

recycled water project and may agree to financially participate in a JPA with Foothill MWD on this project. Foothill has also received a scope of work from Integrated Performance Consultants (IPC) to assess some sites for viability of locating the plant and performing preliminary engineering work. IPC has package plants that it can construct and operate. Sites would be evaluated near Kinneloa for the construction of possibly the first package plant. This scope will be presented to the District's Board this month for action.

The charge was derived based on the ultimate demands expected by each retail agency within Foothill's service area. These ultimate demands are reflected in the table below.

Agency	CVWD	KID	LCID	Las Flores	Lincoln	Mesa	Rubio	Valley	Total
Ultimate Demands (AF)	3,463	300	3,453	813	1,687	808	1,323	3,718	15,565

Kinneloa's demands equal about 2% of the total ultimate demands of 15,565 AF. It was budgeted that \$350,000 would be spent on a recycled water study this year. Thus the approximate 2% of \$350,000 equals \$6746 this year or \$562.16 per month (There is some rounding).

An accounting of payments to actual use by project is kept. Should the total amount not be used during the fiscal year, then the balance would be applied to the following year. Should more use occur, the following year's charge would be adjusted for the overage.

Should the property assessment proceed, many of these initial charges would be captured by that revenue stream. Additionally, because the District's Board adopted a reimbursement resolution, the financing that we obtain would reimburse the District these charges. The Board would then make a decision on how to allocate the revenues from these charges. If the financing is through the water rates, the charge would convert to the annual payments for this financing and the initial charges would be adjusted accordingly.

Please note that should Kinneloa be delinquent on the invoice sent to them by more than ten days, per Foothill's Administrative Code, there will be a 2% delinquency charge and the late payment will be reported to the District's Board for their consideration.

I look forward to Kinneloa's March 16, 2010 Board meeting. If you have any questions, please call me at (818) 790-4036.

Sincerely,

Nina Jazmadarian
General Manager

cc: FMWD Board of Directors



Memo

Date: February 25, 2010
To: Board of Directors
From: Mel Matthews
Subject: Customer Service/Billing System Upgrade

Soon after I became the General Manager in 2004, I conducted a review of the DOS-based system of hardware and software that had been installed in 1997 to make sure it was still meeting our present needs and that it provided a pathway to meet our future needs for providing customer service and billing functions. After that analysis I concluded that the system was still meeting our needs and that by upgrading some of the software and replacing the server we could extend the life of the system for another 5 years. This project was approved and successfully completed.

Five years has now past and once again I have completed an analysis. My focus this time was on customer service and whether or not the existing system could be used to provide secure self-service customer information and account access via the District's web site. These features are common now with other utilities' web sites and I believe are expected by our customers based on the phone calls we have received in the past few years.

I requested a proposal from Tom Sherer for adding a basic "Online Customer Inquiry" module based on Progress Software's WebSpeed tools and integrating it into our current billing software and database. This integration request was important to preserve the thirteen years of customer history that we have stored in our database as well as all to retain all the features of the current billing system that continue to work well.

Tom has now provided the proposal which is attached to this memo. The development price (Tom's programming work) is \$7,500. Incremental software licensing and maintenance fees have been estimated at \$2,500 and \$1,350 respectively, with a possible increase in the overall Progress Software annual maintenance fees that we are already paying.

I recommend that we get Tom started on this work by making the requested \$7,500 payment. In addition to the above costs, we may also require other upgraded software and hardware to complete the system. We have budgeted \$10,000 for Computer/Software Maintenance and \$5,000 for Computer/Office Equipment. The combined budget total of \$15,000 appears to be sufficient for this project if it is completed this year. However it is more likely that the project will extend into 2011 based on Tom's current heavy work load.

H2OverWeb - Online Customer Service Specifications

Overview

This document describes the features of the proposed enhancements to the RUBS 2 Software for Kinneloa Irrigation District which will bring the current RUBS 2 data structure in line with the on-going H2Oversite data structure and complement the current operator-based Customer Service character user interface (CHUI) with an internet customer-based Customer Service graphical user interface (GUI) to enable District customers to access select information from any computer with internet connectivity.

The system enhancements will be written in Progress OpenEdge 10.1C (or later) (OE10). The Customer Service web interface will be a combination of Progress Software Company's WebSpeed product and OE10. Design and development will focus on ease of the customers' access to their information while ensuring the privacy of other information in the database.

H2OverWeb - Online Customer Service Specifications

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H2OverWeb - Online Customer Service Specifications

Assumptions, Standard Features and General Notes

Assumptions about the H2OverWeb system

The H2OverWeb system will be designed to support the Progress “N-Tier” computing architecture. The N-Tier architecture divides a system into at least three pieces:

- the **client portion** of the application – that part of the system that the user interacts with directly,
- the **application server** portion – the part of the system that executes the business logic of the application, and
- the **server** portion – the part of the system that actually reads and writes the data to and from physical storage.

Progress’ implementation of this architecture is unique in that once written and compiled, the application will run in a three (or more) tiered style or in the older two-tiered client server mode without any significant changes to the program. In most cases the only change in the application would be to change a few configuration files to tell the system “where to run”. This kind of application architecture is particularly well suited to growth and system expansion. If one application server becomes insufficient the system can be easily configured to run on more servers to accommodate the load.

This system will run well on Kinneloa Irrigation District’s PC gear as it runs on “plain vanilla” Windows™ desktops. The Progress framework will allow additional user interfaces (a web interface written in HTML and Java™ for example) to be added to the H2OverWeb system as needs arise.

Minimum Software Requirements

This web browser-based application will run connected to the current Progress database.

There are some additional software items that are necessary for implementation. Purchase of WebSpeed (Progress’ web programming tools/agents) and WebSpeed Messenger is required. Also a website/server connected to the Internet where we will put the WebSpeed and/or the WebSpeed Messenger is also required. The server could be the same as the one currently in use.

To clarify, Messenger is a small program that comes with WebSpeed. It points to the WebSpeed application set up inside the firewall. This is how you configure the application when setting it up on the Internet. This keeps your application server and database server inside your firewall with the minimum exposure on the Internet.

Minimum Hardware Requirements

At this time there should be no additional requirements to existing hardware with the exception of whatever connectivity is required to connect to the Internet.

H2OverWeb - Online Customer Service Specifications

The applications' display will be designed for optimum performance with displays of 800 by 600 pixels or greater. The original Windows™ resolution of 640 by 480 pixels is not sufficient for modern web applications. Computer display subsystems providing 1024 by 768 pixel resolution are recommended. Most customers will own modern personal computers, which will provide at least this resolution.

Standard Features of the H2OverWeb system

- **User Menus.** Commonly used features will be available from a User Menu. Less often used functions may be selected through standard pull-down windows-style menus.
- **Browser Sort Options.** Certain Inquiry browser pages will have sort options easily available to users. Customers will be able to choose which field in the browser to use for sorting. Other sort and range options will be available where appropriate.
- **Print-out Availability.** Where permitted by data security, print-outs will be available to the Customers from the "Print" button on their web browser.
- **Required fields** will be easily identified in the display.

Main Page

The majority of H2OverWeb functions will be available via a context sensitive menu that will be similar to those on typical web-base Customer Service inquiry screens. The toolbar will have buttons for commonly used features as well as menus for less frequently accessed items. The toolbar buttons will be "context sensitive". That is when the Payments module is selected a new selection of buttons will appear that reflect the functionality of the Payments module. When a user selects the Usage module, likewise a new row of buttons will be made visible to allow use of the Usage modules features.

Typically, only one module will be available at a time. When selecting a different module than the one currently in use, the open pages and buttons associated with the present module will be closed and the newly chosen module's windows and buttons will appear on the screen. Closing the browser "tab" or browser itself will close all open modules and exit the H2OverWeb system.

H2OverWeb - Online Customer Service Specifications

H2OverWeb Modules

The H2OverWeb system will be composed of different modules available through the main browser menu and/or buttons. The various modules will be restricted to the Customer logged in.

Customer Account Review Module

Overview

The Customer Account Review module allows the customer access to their account's information, usage history, payment history and statement page. Customers will have access to historical statement data and information for as much data as is available for the account in the database. Statement copies in Adobe Acrobat Reader PDF format could be made available at some future time.

Account Inquiry browser page

This browser will display the master account information including name / company name, billing address, service address, etc. This page has a search facility to select individual monthly account information, as well as ranges of records. Other functions available on the Account Review browser page are:

- Option to display Usage History
- Option to display Statement History
- Option to display Payment or Billing/Payment History (possibly allow selection by transaction code).
- Link to page to change personal information such as email, userid and password.
- Logout

Other Pages

Many other web pages may be used in this system, most of which are used in the master Account Inquiry Module. There is a browser page for each module.

New Online User Setup Module

Overview

This module allows a customer to set up an online account to review their account(s).

User Setup page

This page will allow the user to create a user account including a unique (within the database) Userid, an associated email address and password.

Once the Userid is set up, accounts may be added. Specific field input may be required to verify client's right to view the account information, up to and including email verification and/or an administrator approval process before user is allowed access to the account information.

H2OverWeb - Online Customer Service Specifications

Functions available on this window include:

- **Save** – Saves the current changes.
- **Update** – enters update mode, enables all appropriate fields and allows modification of the current User data record.
- **Delete** – Deletion is not allowed, except by District staff.

Customer Review Page

Other Pages – To be defined

Reports / Print Buttons - To be defined

System Administration

Overview

The H2OverWeb system will provide the District with user and group security features as well as data range security. Security tools unique to information gathering, such as data item security, augment any built-in tools.

Security is only as good as how it's maintained. User account management tools:

- New User approval
- User ID delete
- Tools for controlling and viewing audit history
- System archive tools

Reports which can be added

- System's users
- Audit trail reporting
- Logins by user by date
- Logins by date
- Other reports to be identified

H2OverWeb - Online Customer Service Specifications

Estimate for this Proposal

The software development cost, not including any WebSpeed or Progress tools required to integrate these modules to your current database, will be \$10,000.00. Additional fees and discounts are:

\$10,000.00	initial development purchase price
(2,500.00)	less 1 st customer discount
\$ 7,500.00	Development price
\$ 2,500.00	Initial Progress WebSpeed modules Note: There will be a modest increase in the annual Progress maintenance fees
\$ 1,350.00	18% Annual Maintenance for Online Customer Inquiry System

Payment Schedule

Payment for the Online Customer Inquiry System is broken into 2 parts:

\$7,500.00 due upon signature of agreement (includes Progress license and portion of development) with balance of **\$3,850.00** upon delivery.

Acceptance

_____/_____/_____
Accepted by Date

General Manager's Report

March 16, 2010

I. Capital Improvement and Preventative Maintenance Projects

- A. Wilcox Booster Station Upgrade – Plans sent to Southern California Edison for review.
- B. Windover/Sierra Madre Villa Pipeline – Meeting was held with SA Associates to outline project and to request proposal for developing plans and specifications.
- C. Brown Reservoir – Flo-Loc valve installation 95% complete. SCADA tie-in scheduled for end of March or early April. Replaced original (1920's) air vent to accommodate Flo-Loc valve actuator. Installed concrete block work platform. Temporary asphalt used to repair pot holes in access road which also serves as a flood channel. Quote obtained for permanent replacement of roadway.
- D. Wilcox Well – The inline replaceable fuse that was installed in December has prevented further damage to the motor starter coil. Manual exercising of the starter mechanism is necessary before startup if the well has been idle for long period of time.
- E. Transfer Valve Site – Contractor replaced a faulty manual isolation valve in preparation for scheduled maintenance of the Cla-Val automated valve later this year.

II. Customer Service Issues

- A. Fairpoint – Customer concerned about chlorine smell in water. Brian flushed line for 10 minutes and then measured chlorine residual at 0.77 ppm which is in the normal range.
- B. Hastings Heights – Informed customer that we found a leak on his side of the meter and that he would need to call a plumber to fix it.
- C. Glen Springs – Shut off water at customer's request to facilitate a repair of yard irrigation line.
- D. Delinquent Accounts:
 - 34 accounts received 10 day letters
 - 12 accounts received 5 day letters
 - 12 accounts received 24-hour shut off notice
 - 0 accounts were shut off for non-payment and turned back on after payment
 - 2 accounts remain off for non-payment

III. General Manager's Highlights

- A. Audit – Field work was completed by the auditor on February 17 and 18. Draft report is currently being reviewed.
- B. Leased Water Rights – Investigated the price and availability of leased water rights for the remainder of the 2009-2010 Raymond Basin production year. However, due to excellent water tunnel production and lower than normal customer demand, purchase decision will probably be delayed until July which is in the next Raymond Basin production year.
- C. Accounting System – The project to automate the posting of customer charges and payments in Peachtree has been completed.

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
KINNELOA IRRIGATION DISTRICT
February 16, 2010**

MEMBERS PRESENT: Directors Barkhurst, Griffith, Kilburn, Pickard and Sorell

STAFF PRESENT: Chris Burt, Facilities Supervisor
Shirley Burt, Administrative Assistant
Melvin Matthews, General Manager

CALL TO ORDER: The Meeting was called to order by the Chair, Director Sorell, at 1928 hours. He noted that there was a quorum present. The Agenda was unanimously approved as presented.

PUBLIC COMMENT: No persons from the Public were present.

GENERAL MANAGER'S REPORT

General Manager Matthews directed the Board's attention to his report that had been sent out in the Board Packet.

Item II-A: Customer Service Issues

Director Griffith questioned whether District personnel did help the customer isolate the water leak on his property as had been requested and **General Manager Matthews** replied that the field personnel did help the customer to isolate the water leak.

Item III-A: Yearend Accounting

Director Griffith questioned whether the Board could receive copies of the correspondence between the Auditor and management during the audit and **Director Sorell** replied that he saw no reason why that could not be shared with the Board.

General Manager Matthews stated that usually the Treasurer is more intimately involved.

Item III-E: Inactive Accounts

Director Sorell reviewed the number of inactive accounts noting that of the 24 accounts 12 accounts were properties where the homes had been destroyed during the 1993 fire.

General Manager Matthews reminded the Board that the reason this matter was being discussed was to determine whether or not these properties should be charged the daily service charge.

Director Griffith questioned as to whether these services are capped off or if there is a meter in place and **General Manager Matthews** replied that there are meters in place so that water usage can be determined and some of the meters are locked out.

Director Sorell stated that he would be in favor of charging those services that have stopped paying.

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
KINNELOA IRRIGATION DISTRICT
February 16, 2010**

Page 2

REVIEW OF MINUTES:

The minutes of January 19, 2009 were reviewed and unanimously approved as presented with several typographical corrections and minor revisions.

Director Griffith requested a change in format regarding the names of staff that are noted in the minutes. i.e. "The General Manager" should be noted as "General Manager Matthews" and that this should also be done for other staff members.

REVIEW OF FINANCIAL REPORTS:

Director Barkhurst reviewed the Financial Reports noting that –

--The district is on an accrual system of accounting so the numbers will not always reflect what might be shown in the check register

--During the year he wanted to focus on anomalies in and trends positive or negative in the budget on a month by month.

Director Barkhurst questioned the General Manager as to whether he saw anything in the current month actuals that was worrisome and **General Manager Matthews** replied that he was somewhat concerned about the electricity cost because it was a low pumping month although it maybe due to the way that he distributed the budget amount over the twelve months.

Director Sorell questioned the amount of interest shown, noting that it was low which is probably not going to change and **General Manager Matthews** replied that it might be due to the transition of the monies from the LAIF account to the CalPERS account.

Director Sorell questioned why there was no accrual shown for PERS and **General Manager Matthews** explained that it could be a timing issue although an amount should be shown.

The Financial Reports were unanimously approved as presented.

ITEMS FOR NEXT AGENDA:

No items were suggested for the next Agenda.

ADJOURNMENT:

The meeting was adjourned at 1955 hours and the next meeting will be held on March 16, 2010.

Respectfully submitted,

Shirley Burt,
Secretary to the Board

Kinneloa Irrigation District
Income Statement
For the Two Months Ending February 28, 2010

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Revenues				
4000 Water Sales	\$ 49,815.26	\$ 60,000.00	\$ 106,493.18	\$ 120,000.00
4015 Wholesale Water Sales	13,782.28	0.00	13,782.28	0.00
4020 Service Charges	397.74	833.33	1,325.48	1,666.66
4035 Interest-Reserve Fund	807.24	1,166.67	1,691.00	2,333.34
Total Revenues	64,802.52	62,000.00	123,291.94	124,000.00
Expenses				
5005 Electricity	4,896.92	5,000.00	11,155.86	10,000.00
5010 Maintenance Supplies	1,497.81	2,000.00	2,167.27	4,000.00
5012 Safety Equipment	80.00	500.00	80.00	1,000.00
5015 Maintenance Labor	11,541.19	13,000.00	24,115.77	26,000.00
5020 Stand-by Compensation	630.00	625.00	1,140.00	1,250.00
5022 Training/Certification	90.00	200.00	90.00	400.00
5025 Water Treatment/Analysis	392.70	1,833.33	1,444.18	3,666.66
5030 Maintenance Contractors	12,746.24	10,500.00	18,201.53	21,000.00
5034 Equipment Maintenance	1,375.88	500.00	1,375.88	1,000.00
5035 Vehicle Maintenance	0.00	300.00	640.61	600.00
5036 Fuel - All Equipment	694.74	1,000.00	1,272.91	2,000.00
5045 Insurance-Workers Compensation	(8,989.00)	0.00	(8,989.00)	0.00
5046 Insurance-Liability	(2,385.26)	1,250.00	(1,025.51)	2,500.00
5048 Insurance-Property	(239.78)	208.33	(70.78)	416.66
5049 Insurance-Medical	3,158.13	3,166.67	6,316.26	6,333.34
6000 Engineering Services	360.00	2,000.00	900.00	4,000.00
6005 Watermaster	901.33	1,000.00	1,802.66	2,000.00
6015 Administrative Salary	10,004.40	10,004.40	20,008.80	20,008.80
6017 Administrative Travel	124.25	416.67	439.77	833.34
6020 BofD Compensation	500.00	500.00	1,400.00	1,000.00
6021 Administrative & Board Expense	0.00	208.33	99.00	416.66
6022 BofD-Election	32.96	0.00	32.96	0.00
6024 Customer/Public Info. Prog.	265.26	333.33	265.26	666.66
6025 PERS - KID	1,798.19	1,183.00	1,798.19	2,366.00
6030 Social Security - KID	1,999.79	2,232.00	4,113.32	4,466.00
6035 Office Supplies	879.34	750.00	1,880.01	1,500.00
6036 Postage/Delivery	572.76	500.00	853.82	1,000.00
6040 Professional Dues	413.75	416.67	742.50	833.34
6045 Legal Services	0.00	1,250.00	958.67	2,500.00
6050 Telephone	420.56	500.00	840.27	1,000.00
6051 Mobile Telephone	131.20	200.00	264.88	400.00
6052 Pagers	18.93	166.67	37.86	333.34
6053 Internet Service	64.94	83.33	129.88	166.66
6059 Computer/Software Maintenance	398.96	833.33	1,432.31	1,666.66
6061 Office Equipment Maintenance	0.00	83.33	0.00	166.66
6065 Accounting	0.00	6,000.00	0.00	6,000.00
6070 Office Labor	3,465.60	4,000.00	7,104.48	8,000.00
6075 Outside Services	668.64	1,666.67	1,463.83	3,333.34
6080 Operational Fees	562.17	0.00	562.17	0.00
6081 Permits/Fees	0.00	208.33	575.00	416.66
6120 Bank Service Charges	244.83	250.00	479.02	500.00
Total Expenses	49,317.43	74,869.39	106,099.64	143,740.78
Net Income	15,485.09	(12,869.39)	17,192.30	(19,740.78)

Kinneloa Irrigation District
Income Statement
For the Two Months Ending February 28, 2010

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Other Expenditures				
1504 Water Mains	0.00	3,750.00	0.00	7,500.00
1511 Water Treatment Plant	0.00	450.00	0.00	900.00
1512 Trans. & Dist. Plant Meters	0.00	1,750.00	14,721.06	3,500.00
1513 Electrical/Electronic Equip.	2,517.80	4,166.67	2,517.80	8,333.34
1514 Computer/Office Equipment	0.00	416.67	0.00	833.34
1515 Trucks and Portable Equipment	0.00	5,183.33	0.00	10,366.66
1516 Water Company Facilities	0.00	2,500.00	0.00	5,000.00
1527 SCADA Equipment	0.00	1,250.00	0.00	2,500.00
1530 Tools	373.91	0.00	373.91	0.00
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Total Other Expenditures	2,891.71	19,466.67	17,612.77	38,933.34
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Total Increase or (Drawdown)	\$ 12,593.38	\$ (32,336.06)	\$ (420.47)	\$ (58,674.12)
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Kinneloa Irrigation District
Balance Sheet
February 28, 2010

ASSETS

Current Assets

1010	Checking-Wells Fargo Bank	\$ 216,720.07
1012	Reserve Fund-LAIF	235,565.85
1014	Reserve Fund-CalTRUST	250,881.22
1015	CalTRUST Accrued Interest	307.73
1100	Accts. Receivable-Water Sales	38,320.05
1101	Accts. Receiv.-Service Charges	27,273.27
1190	Allowance for Bad Debts	(9,088.93)
1200	Inventory	20,000.00
1340	Accrued Water Sales	63,894.59
1350	Prepaid Insurance	14,024.45
1360	Prepaid Expenses	8,936.06
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	Total Current Assets	866,834.36

Property and Equipment

1501	Water Rights	52,060.41
1503	Land Sites	96,700.08
1504	Water Mains	1,647,012.03
1505	Water Tunnels	705,985.75
1506	K-3 Well	70,233.86
1507	Improvement District #1	602,778.12
1508	Mountain Property	6,620.00
1509	Wilcox Well	71,312.70
1510	Interconnections	14,203.27
1511	Water Treatment Plant	172,044.97
1512	Trans. & Dist. Plant Meters	75,391.53
1513	Electrical/Electronic Equip.	200,660.53
1514	Computer/Office Equipment	34,761.42
1515	Trucks and Portable Equipment	180,552.49
1516	Water Company Facilities	60,079.20
1517	KID Office	51,362.92
1518	Shaw Ranch	280,789.92
1519	Dove Creek Project	487,383.87
1521	Kinneloa Ridge Project	690,492.58
1522	Eucalyptus Booster Station	471,817.81
1526	Vosburg Booster	12,590.00
1527	SCADA Equipment	174,401.23
1528	Tanks and Reservoirs	97,944.39
1529	Holly Tanks	181,113.76
1530	Tools	373.91
1600	Accum. Depreciation	(2,444,905.00)
		<hr/>
	Total Property and Equipment	3,993,761.75
		<hr/>
	Total Assets	\$ 4,860,596.11
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Kinneloa Irrigation District
Balance Sheet
February 28, 2010

LIABILITIES AND CAPITAL

Current Liabilities

2000	Accounts Payable	\$ 18,744.74	
2271	Deposits-Construction Meters	1,650.00	
2273	Job Deposits-Doyne Rd.	19,097.12	
2290	Accrued Vacation	14,349.70	
		<hr/>	
	Total Current Liabilities		53,841.56

Long-Term Liabilities

2400	Truck Loan Payable	70,907.81	
		<hr/>	
	Total Long-Term Liabilities		<hr/> 70,907.81
	Total Liabilities		124,749.37

Capital

3040	Fund Balance	4,718,654.44	
	Net Income	17,192.30	
		<hr/>	
	Total Capital		<hr/> 4,735,846.74
	Total Liabilities & Capital		<hr/> \$ 4,860,596.11 <hr/>

Kinneloa Irrigation District
Statement of Cash Flow
For the two Months Ended February 28, 2010

	Current Month	Year to Date
Cash Flows from operating activities		
Net Income	\$ 15,485.09	\$ 17,192.30
<i>Adjustments to reconcile net income to net cash provided by operating activities</i>		
1100 Accts. Receivable-Water Sales	4,988.25	16,437.45
1101 Accts. Receiv.-Service Charges	248.05	1,174.20
1350 Prepaid Insurance	1,528.75	3,057.50
1360 Prepaid Expenses	1,230.08	887.16
2000 Accounts Payable	(4,754.50)	1,827.68
2250 PERS Withholding-Employee	(1,319.11)	0.00
2271 Deposits-Construction Meters	800.00	(50.00)
2272 Job Deposits	(650.00)	(1,300.00)
	2,071.52	22,033.99
Total Adjustments	2,071.52	22,033.99
Net Cash provided by Operations	17,556.61	39,226.29
Cash Flows from investing activities		
<i>Used For</i>		
1512 Trans. & Dist. Plant Meters	0.00	(14,721.06)
1513 Electrical/Electronic Equip.	(2,517.80)	(2,517.80)
1530 Tools	(373.91)	(373.91)
	(2,891.71)	(17,612.77)
Net cash used in investing	(2,891.71)	(17,612.77)
Cash Flows from financing activities		
<i>Proceeds From</i>		
<i>Used For</i>		
	0.00	0.00
Net cash used in financing	0.00	0.00
Net increase (decrease) in cash	\$ 14,664.90	\$ 21,613.52
Summary		
Cash Balance at End of Period	\$ 767,369.46	\$ 767,369.46
Cash Balance at Beg. of Period	(752,704.56)	(745,755.94)
	\$ 14,664.90	\$ 21,613.52
Net Increase (Decrease) in Cash	\$ 14,664.90	\$ 21,613.52

Kinneloa Irrigation District
Check Register
For the Period From February 1, 2010 to February 28, 2010

Date	Check #	Payee	Amount	Description
2/1/10	6164	California Special Districts	1,573.00	annual membership
2/1/10	6165	Melvin L. Matthews	64.32	mileage reimbursement
2/1/10	6166	Measurement Control System	5,065.21	meter registers
2/1/10	6167	MWH Laboratories	48.80	water analysis
2/1/10	6168	National Meter & Automat	7,388.36	meter radio transponders
2/1/10	6169	Shirley Burt	130.34	mileage reimbursement
2/1/10	6170	TRG Customer Solutions	78.00	answering service
2/1/10	6171	Underground Service Alert	3.00	dig alerts
2/3/10	EFT712	Calif. Public Employees Re	2,228.60	CalPers-Employee and KID contribution
2/9/10	EFT713	AT&T	65.65	telephone
2/9/10	EFT714	Earthlink Network	4.95	Internet
2/9/10	EFT715	Pasadena Municipal Servic	1,021.33	Wilcox Well Power
2/9/10	EFT716	Southern California Edison	5,237.61	electricity
2/9/10	EFT717	Verizon Wireless	133.68	mobile phones
2/9/10	EFT718	Arco Gaspro Plus	694.74	truck gas
2/9/10	EFT719	AT&T	276.06	telephone
2/9/10	6172	ACWA Health Benefits Au	3,636.85	medical/Dental-Employee and KID contribution
2/9/10	6173	ARB/PERP	575.00	permit-generator
2/9/10	6174	Ameripride Uniform Servic	68.48	shop rag service
2/9/10	6175	Athens Services	129.38	trash pickup
2/9/10	6176	Christopher A. Burt	90.00	reimbursement for certificate renewal
2/9/10	6177	Cook Paging, Inc.	18.93	paggers
2/9/10	6178	Denram Products	424.73	statement forms
2/9/10	6179	R.E. Miller Tree Service	2,186.00	Wilcox Reservoir tree work and brush clearance
2/9/10	6180	Monrovia Mailing Compan	304.93	billing statements mailing and postage
2/9/10	6181	Specialty Services	275.00	janitorial service
2/9/10	6182	Utility Service Co., Inc.	5,455.29	tank maintenance
2/9/10	6183	Denram Products	165.26	envelopes
2/9/10	6184	Measurement Control System	530.45	meter registers
2/17/10	EFT720	Christopher A. Burt	2,095.24	salary
2/17/10	EFT721	Shirley L. Burt	1,398.08	salary
2/17/10	EFT722	Melvin L. Matthews	3,219.51	salary
2/17/10	64263719	Brian L. Fry	1,548.04	salary
2/17/10	64263720	Felix Galindo	255.96	salary
2/17/10	64263721	Chris J. Mellinger	398.90	salary
2/19/10	EFT723	ADP	77.29	payroll processing
2/19/10	EFT724	Christopher A. Burt	125.00	salary
2/19/10	EFT725	ADP	4,323.87	payroll taxes and withholding
2/19/10	EFT726	AT&T	276.91	telephone
2/19/10	EFT727	Bank of America Business	900.99	see attached schedule

Kinneloa Irrigation District
Check Register
For the Period From February 1, 2010 to February 28, 2010

2/19/10	EFT728	Charter Communications	59.99	Internet
2/19/10	EFT729	AT&T	65.65	telephone
2/19/10	6185	American Water Works As	85.00	membership renewal
2/19/10	6186	Civiltec Engineering, Inc.	360.00	fire flow test
2/19/10	6187	Clinical Laboratory, San B	256.00	water analysis
2/19/10	6188	Denram Products	200.49	letterhead
2/19/10	6189	Foothill Municipal Water I	562.17	share of recycled water capital project expense
2/19/10	6190	McMaster Carr	709.37	maintenance supplies
2/19/10	6191	Monrovia Mailing Compan	323.15	billing statements mailing and postage
2/19/10	6192	MWH Laboratories	132.00	water analysis
2/19/10	6193	TRG Customer Solutions	78.00	answering service
2/19/10	6194	Steven Walker	252.26	customer net deposit refund
2/28/10	EFT730	Richard L. Barkhurst	92.35	salary
2/28/10	EFT731	Christopher A. Burt	2,019.74	salary
2/28/10	EFT732	Shirley L. Burt	1,193.48	salary
2/28/10	EFT733	Francis J. Griffith	92.35	salary
2/28/10	EFT734	Gerrie G. Kilburn	92.35	salary
2/28/10	EFT735	Melvin L. Matthews	3,219.52	salary
2/28/10	EFT736	Maurice A. Pickard	92.35	salary
2/28/10	EFT737	Steven G. Sorell	57.35	salary
2/28/10	64281294	Brian L. Fry	1,324.22	salary
2/28/10	64281295	Felix Galindo	280.93	salary
2/28/10	64281296	Chris J. Mellinger	416.76	salary
2/28/10	EFT738	ADP	86.97	payroll processing
2/28/10	EFT739	Christopher A. Burt	125.00	salary
2/28/10	EFT740	ADP	<u>4,002.95</u>	payroll taxes and withholding
	Total		<u><u>68,674.14</u></u>	

**CREDIT CARD CHARGES
JANUARY 2010**

Category	Shirley	Mel	Brian	Chris B	Chris M	TOTAL
Maint. Supply			\$71.10			\$71.10
Maint. Tools			\$27.43			\$27.43
Maint. Exp.						\$0.00
Postage	\$144.68					\$144.68
Computer Supplies						\$0.00
Computer Program		\$398.96				\$398.96
Scada						\$0.00
Kinn. Mesa Pipeline						\$0.00
Emp. Cert.						\$0.00
Truck Exp.						\$0.00
Truck Fuel						\$0.00
Generator/Pump Fuel						\$0.00
Office Supplies	\$217.72	\$36.40				\$254.12
Safety						\$0.00
Water Quality			\$4.70			\$4.70
Adm. Exp.						\$0.00
Doyne Road Project						\$0.00
Telephone						\$0.00
Office equip.						\$0.00
Finance Chg.						\$0.00
Finance Credit						\$0.00
TOTAL	\$362.40	\$435.36	\$103.23	\$0.00	\$0.00	\$900.99